

Class Concept:

Work in this class involves the supervision of a staff of employees who are responsible for the inspection of State-owned facilities and structures, or the inspection of factory-built structures for compliance with Federal and/or State building codes.

State facility Building Code Inspectors perform yearly comprehensive assessments of all aspects of a building including, but not limited to: fire exits, electrical systems, accessibility provisions and areas impacting life, safety and property protection. Positions identify, and call for correction of, conditions that pose a risk to life safety or property. Inspectors are also responsible for Code interpretations, hazard abatement guidance, ensuring that life safety measures are in place during firework displays on state property, and construction project spot checks for compliance with the N.C. Building Code.

Manufactured or modular structure Building Code Inspectors perform inspections of dealer lots, on-site or in-plant inspections and investigate complaints regarding modular and manufactured (HUD Code) structures. Participate in HUD joint monitoring of Primary Inspection Agencies and monitor manufacturers' complaint handling and remedial actions.

All positions may be required to serve on the State Emergency Response Team (SERT) during disasters. May perform other duties as assigned by management.

Positions are responsible for establishing work guidelines and procedures for staff and appraise their work. Position works under the general supervision of higher level division management and work is reviewed through informal conferences, reports and a general review of completed work assignments.

Recruitment Standards

Knowledge, Skills and Abilities:

- Considerable knowledge of building codes for area assigned and of state and/or federal rules and regulations for program area
- Demonstrated ability to supervise complex inspections for compliance with standards/codes.
- Demonstrated ability to establish and maintain effective working relationships with citizens, staff, local jurisdictions, regulatory board members, etc.
- Ability to communicate concisely and effectively using various forms of communications including the production of clear and concise inspection reports.
- Ability to conduct training as necessary to various parties.
- Ability to plan work assignments and evaluate work performed by staff.
- Ability to coach, mentor and discipline staff as appropriate.

Minimum Education and Experience:

High school or General Educational Development (GED) and 5 years of building code enforcement experience; or, 3 years of building code enforcement experience with 4 years of journey level construction experience; or an equivalent combination of education and experience.

Necessary Special Qualifications:

State facility Building Code Inspectors:

Must possess at least one NC Code Officials Qualification Board Standard Level III Certification in the Electrical Code; and must possess two additional Standard Level III Certification and one Probationary Level III Certification as specified by management.

Manufactured or modular Building Code Inspectors:

Must possess at least one NC Code Officials Qualifications Board Standard Level III Certification in the Building Code and at least one additional level III Standard Certification and one Probationary Level II certification.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.